

ACADEMIC DEANS' COUNCIL

January 12, 1978

Present: Edgar, Loch, McBriarty, McGraw, Miller, Moore, Rand, Scriven, Sutton, Yozwiak. Guests: Alderman, Feldmiller, L. Peterson, Richley

This meeting of the Deans' Council was held in the sumptuous quarters of the Dean of the College of Fine and Performing Arts.

1. The minutes of the December 8 meeting were accepted as presented.
2. The proposed statement on the Continuing Education Unit was discussed. Loch indicated that the CEU would apply mainly to professional courses. Courses would have to be sponsored or endorsed by an academic department or school to be eligible for CEU's, although CEU's would not be given for a course that carried academic credit. The task of record-keeping could be handled by the Continuing Education office.

Yozwiak moved approval, Miller seconded. Motion passed. The policy will be sent to the Academic Affairs Committee.

3. McGraw transmitted a request from Ohio Edison that University personnel be asked to conserve energy until further notice. Ed. note: This request presumably expired at noon, 1-13-78.
4. McGraw moved, Moore seconded: that the 1970 documents on "continuing education" be reviewed by the Senate Committee on Continuing Education. Motion passed. Loch will circulate documents to deans for their comments.
5. Scriven stated that some instructors of courses with competency-based grading have failed to change the PR grade in a timely manner. Dr. Edgar asked that deans talk about this problem to department chairpersons whose departments offer such courses.
6. Alderman raised the question of a tenured faculty member's chairman's evaluation which is not followed by an application for promotion and is not the required triennial evaluation. Does the faculty member have the privilege to remove that evaluation form from his file? A straw vote on the question seemed to suggest that the evaluation form would have to remain in the file.
7. Alderman reminded the deans that vacation information on chairpersons should reside in the dean's office rather than be sent to the Personnel Office.

Information on work load credit for conference and other types of courses will be requested by Alderman's office very shortly.

8. Scriven moved that graduation application deadlines (Scriven memo, May 20, 1977; discussion at Deans' Council June 21, 1977) be approved. Motion passed.
9. Discussion and questions on two-part advisement forms were again elicited. These forms will soon be available for use.

Meeting adjourned 3:25.

Secretary pro temp,

Approved Jan. 31, 1978

L. Rand